

CITY OF LIVINGSTON
POSITION DESCRIPTION

POSITION: Firefighter/EMT- Intermediate 99

DEPARTMENT: Fire/Rescue

ACCOUNTABLE TO: Chief or Chief's Designee

SUMMARY OF WORK: Prepares for and responds to emergency and non-emergency request for assistance. Protect life, property and the environment through the functions of training, fire/injury prevention, fire suppression, and basic/advanced emergency medical care.

JOB CHARACTERISTICS:

Nature of Work: This position performs professional and technical work requiring abilities in the area of fire suppression, prevention and emergency medicine. Position may work in adverse and stressful conditions. Hazards of position include possible exposure to fire, explosions, collapsing structures, infectious diseases, dealing with difficult patients and river/mountain rescues. Drives under adverse conditions. Requires strict adherence to use of safety equipment and following procedures to prevent injury. Position may work a 24 hour shift or other approved shifts and is expected to be on call and respond to emergencies while off duty.

Personal Contacts: Daily contact with fellow employees and the general public.

Supervision Received: Receives daily supervision from the Chief or his/her designee.

Essential Functions: Position requires ability to; communicate orally and in writing; make sound immediate decisions; operate all fire and medical equipment, perform advanced emergency medical procedures; perform high physical exertion duties while wearing heavy, bulky, clothing and equipment; drive emergency vehicles; climb ladders, drag hoses, lift and carry adult weight; visually inspect areas; hear distress calls; operate radios and office equipment.

AREAS OF JOB ACCOUNTABILITY AND PERFORMANCE:

- Under supervision of a Fire and Rescue Officer provides 24 hour medical emergency response; assures scene is safe to enter and provide care to the victims. Operates or assists in operation of life support and medical equipment on emergency calls; performs pre-hospital care as needed. Conducts inspection and inventory of medical equipment and medical supplies; and assist with maintaining equipment and ambulances.
- Performs firefighting duties. Responds to alarms and assists in the suppression of fires including rescue, entry, ventilation, and property conservation work; drives and operates equipment. Performs equipment clean up and overhaul work to assure preparedness for future alarms.
- Assists with rescue emergencies for river, mountain, and extrication from trapped areas.
- Performs home and business safety inspections.
- Assists with cleaning of station, gear and equipment. Performs daily apparatus and equipment checks.
- Performs other related duties as required.

JOB REQUIREMENTS:

Knowledge: This position requires knowledge of modern fire suppression, injury prevention, and equipment techniques, as well as, the knowledge of basic and advanced emergency medical services procedures.

Skills: This position requires proficiency in performing emergency medical procedures and firefighting skills, including the use of computers/office equipment.

Abilities: This position requires the ability to: exercise sound judgment in evaluating situations; make sound immediate decisions; react calmly in emergency situations; drive and operate all fire and emergency medical equipment; deal with the public and co-workers in a professional manner, climb ladders; walk on uneven ground; perform under extreme physical exertion while wearing heavy, bulky clothing and equipment; lift and carry adult weight; visually inspect areas; hear distress calls; follow safety procedures and use safety equipment; communicate effectively orally and in writing; follow and give verbal and written instructions.

EDUCATION AND EXPERIENCE and REQUIREMENTS:

The above knowledge, skills, and abilities are typically acquired through a combination of education and experience equivalent to:

- Graduation from high school or GED some college preferred.
- Must be Firefighter II certified within 6 months from time of employment.
- Must be EMT-Intermediate 99 certified with Paramedic preferred.
- Must possess a valid Montana operator's license within one month of employment.
- Must maintain certifications and continue professional development through training and continuing education to remain employed as a firefighter/EMT Intermediate 99 with Livingston Fire and Rescue.
- Must refrain from the use of all tobacco products on duty.
- Must not be over the age of 35 unless already in our pension program as a reserve.
- Must be in and maintain good physical conditioning.
- Will be on probation for a minimum of 6 months.

JOB PERFORMANCE STANDARDS:

Evaluation of this position will be based primarily upon performance of the preceding requirements and duties. Examples of job performance criteria include, but are not limited to, the following:

- Effectively/efficiently performs assigned duties with enthusiasm.
 - Competently provides emergency medical services.
 - Capably operates life support and medical equipment on emergency calls.
 - Effectively performs fire fighting suppression, training, injury prevention and inspection duties.
 - Remains calm in stressful situations.
 - Is able to make sound immediate decisions.
 - Cleans and maintains equipment to assure preparedness.
 - Effectively assists with rescue emergencies.
 - Maintains current certifications and attends continuing education classes.
 - Maintains accurate and timely records.
 - Prepares and submits accurate and timely reports.
 - Deals tactfully and courteously with the public and co-workers.
 - Promptly reports to work on time.
 - Establishes and maintains effective working relationships with fellow employees, supervisors and the public.
 - Performs public education programs.
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